



Board of Public Works

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Final Minutes

Monday, July 12, 2021

7:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Dan Carpenter	Alderman	Excused	
Jonathon Hansen	Alderman	Present	
Shana Defnet Ledvina	Alderman	Present	
Dean Raasch	Alderman	Present	

Others present:

Scott Thoresen, Public Works Director

Eric Rakers, City Engineer

Tony Fietzer, Street Superintendent

Betty Sellenheim, Recording Secretary

Tina Quigley, Definitely De Pere

Peter Schleinz, Senior Planner/Definitely De Pere Board Member

Sean Gehin, Village of Allouez Public Works Director

Greg Potts, Town of Ledgeview Director of Public Works

Bob Dwyer

Maurice & Lynn Kane

Niels Jensen

Steve Elsner

Michael Rosewall

Amy Kunderling

Claudia Elsner

Gary Emmers

II. Public Comment Period

None

III. Items

1. Approval of the June 7, 2021 Board of Public Works Meeting Minutes

Alderman Raasch moved to approve the June 7, 2021 Board of Public Works Meeting Minutes, seconded by Alderman Hansen. Upon vote, the motion passed 4-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderman
SECONDER:	Jonathon Hansen, Alderman
AYES:	James Boyd, Jonathon Hansen, Shana Defnet Ledvina, Dean Raasch
EXCUSED:	Dan Carpenter

2. Consideration and possible action on Definitely De Pere's Request for Garbage Can Proposal Utilizing Excess Stadium Tax Funds*

Peter Schlein, City Senior Planner and Definitely De Pere Board member, outlined the proposal for funding new garbage cans in the downtown utilizing excess stadium tax monies and proposed can locations.

Alderson Ledvina moved to approve Definitely De Pere's proposal for new garbage cans utilizing excess stadium tax funds, seconded by Alderson Hansen.

Mayor Boyd expressed concerns with maintenance and ongoing cost of collecting the garbage from proposed cans and stated he had asked staff whether there was a garbage issue in the downtown area.

Mayor Boyd moved to open the meeting for public comment at 7:35 PM, seconded by Alderson Raasch. The motion passed with a 4-0 vote.

Tina Quigley, Definitely De Pere, shared additional information in response to Mayor Boyd's concerns. Alderson Raasch asked for additional information regarding the type of cans being proposed and individual costs. Ms. Quigley explained the type of can and costs being between \$500 and \$800 each. Alderson Hansen asked about the aesthetic impacts of adding the proposed cans. Ms. Quigley stated the cans being looked at will add cohesiveness to the current downtown feel. Alderson Hansen questioned the total number of carts being proposed through both phases. Ms. Quigley explained the number of carts in phase 2 may change as the downtown develops and more pedestrian traffic is seen. Mr. Schlein explained how the proposed locations were determined.

Mayor Boyd moved to return to regular session at 7:45 PM, seconded by Alderson Raasch. The motion passed with a 4-0 vote.

Mayor Boyd mentioned Alderson Carpenter had a suggestion for the excess stadium tax funds he was going to propose and would like to see both proposals before making a decision, especially considering the ongoing maintenance and costs of garbage/recycle cans. Alderson Ledvina mentioned that 30 of the proposed 38 cans currently existed and were maintained by staff and Definitely De Pere was proposing to upgrade them to matching containers. Scott Thoresen, Public Works Director, explained the timeline and concerns with tabling the proposal.

Alderson Raasch moved to table Definitely De Pere's proposal for new garbage cans until August 9, 2021 Board of Public Works meeting, seconded by Mayor Boyd. The motion passed with a 4-0 vote.

RESULT:	TABLED [UNANIMOUS]
	Next: 8/9/2021 7:30 PM
MOVER:	Shana Defnet Ledvina, Alderson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Jonathon Hansen, Shana Defnet Ledvina, Dean Raasch
EXCUSED:	Dan Carpenter

3. Consideration and possible action on installation of audio pedestrian signals at Main Avenue and Ninth Street*

Eric Rakers, City Engineer, explained the request staff received for installing audio pedestrian crossing signals at multiple locations in De Pere and current funding options.

Aldersperson Raasch moved to approve the installation of audio pedestrian signals at Main Avenue and Ninth Street, seconded by Aldersperson Ledvina.

Aldersperson Hansen asked which other locations were requested. Mr. Rakers stated the other locations requested by the resident were included in another item on the agenda as part of the STH 32 intersection upgrades.

The motion passed with a 4-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Shana Defnet Ledvina, Aldersperson
AYES:	James Boyd, Jonathon Hansen, Shana Defnet Ledvina, Dean Raasch
EXCUSED:	Dan Carpenter

4. Consideration and Possible Action Regarding Feasibility Study for Joint Yard Waste Facility with the Village of Allouez*

Scott Thoresen, Public Works Director, provided information regarding the current compost site operations and the feasibility study completed for a combined compost site with Allouez, including the changes proposed to the Allouez site and local roads to accommodate the additional traffic and materials and estimated cost to the City for the proposed improvements. Mr. Thoresen also addressed concerns residents have brought forward since the start of talks with Allouez for the combined site. Mr. Thoresen explained next steps depending on the action taken by the Board of Public Works.

Mayor Boyd moved to open the meeting for public comment at 8:00 PM, seconded by Aldersperson Raasch. Motion passed with a 4-0 vote.

Mayor Boyd explained the public comment section rules and processes.

Claudia Elsner (840 East River Drive) expressed concerns about increased traffic, pedestrian safety, large equipment, facility smell, lack of supervision, noise from users, use of chainsaws, decrease in property value, lack of information regarding stock-piling, exponential expansion of the Allouez site to accommodate De Pere and Ledgeview, dirt/dust (in the air and on the road), and lack of reference to a phase 2 as previously discussed by City Administrator, Larry Delo.

Bob Dwyer (830 East River Drive) expressed concerns about facility smell, dirt/dust (in the air and on the road), and noise/commotion.

Maurice Kane (830 East River Drive) expressed interest in having staff find a location in Ledgeview for a new compost facility.

Niels Jensen (840 East River Drive) expressed concerns about location of the Allouez compost facility in a residential area, facility smell, and noise/commotion (from equipment and users).

Steve Elsner (820 East River Drive) requested additional information about the award of the feasibility study, future opportunities for new contractors to provide services, oversight on the project, payments by the City to the Village for use of the site, budget eliminations due to lack of City facility, and City responsibility for site operations (including gating, fencing, hours of operations, etc.) and expressed concerns about snow removal on the proposed sidewalks along LeBrun.

Michael Rosewall (800 East River Drive) expressed concerns about fitting a sidewalk along the utility and cost to relocate.

Amy Kundinger (918 Hickory Avenue) expressed concerns about lack of alternative options, pedestrian safety, longevity of site based on community population growth, increased traffic on a narrow road, surrounding land uses, and funding.

Gary Emmers (800 East River Drive) expressed concerns about sidewalk installation, right-of-way responsibility, pedestrian and biker safety, facility smell, and dirt/dust (in the air and on the road). All stated their opposition to the proposed combined compost facility.

Mayor Boyd moved to return to regular session at 8:20 PM, seconded by Alderperson Raasch. Motion passed with a 4-0 vote.

Mr. Thoresen addressed concerns brought up by the residents. Alderperson Raasch clarified with staff the changes that were being proposed to the Allouez site to minimize some of the resident concerns. Mr. Thoresen agreed with Alderperson Raasch's statements. Alderperson Raasch asked if the drop off locations would change on the site. Mr. Thoresen explained where each material would be dropped off using an aerial map. Alderperson Ledvina asked how long materials could be stored on site. Mr. Thoresen stated yard waste would need to be removed within 30 days. Alderperson Ledvina asked how much the City would pay Allouez annually for use of the site. Mr. Thoresen stated the exact details would be worked out in an intergovernmental agreement but could be that each community would pay a portion of the overall operation cost based on population (53% City of De Pere, 17% Town of Ledgeview, and 30% Village of Allouez). Alderperson Ledvina expressed concerns about the cost, especially without having researched other alternatives. Mr. Thoresen explained the cost will only increase if a new site was developed since land cost would be added and asked how large of a radius the Board believed staff could feasibly use to look for a parcel of land.

Mayor Boyd moved to open the meeting for public comment at 8:45 PM, seconded by Alderperson Raasch. The motion passed with a 4-0 vote.

Gary Emmers (800 East River Drive) expressed concerns about the exponential expansion of the Allouez site to accommodate De Pere and Ledgeview and pedestrian safety.

Bob Dwyer (830 East River Drive) expressed concerns about lack of details being presented.

Niels Jensen (840 East River Drive) expressed concerns about the dust/dirt from the site (in the air and on the road) and traffic concerns.

Claudia Elsner (840 East River Drive) outlined the information she had regarding phase 2 of the study and addressed Alderperson Raasch's comments regarding the changes being made to help mitigate the concerns residents have about the current site. She also expressed concerns about pedestrian safety, community population increases, longevity of the site, and increased traffic.

Steve Elsner (820 East River Drive) questioned if Village of Allouez would make any changes now that they know the concerns of the residents that live near by the current site.

Darlene Fink (1955 Ledgeview Road) expressed concerns about increased traffic, traffic safety, and environmental concerns (flooding).

Maurice Kane (830 East River Drive) offered a location suggestion for developing a new compost facility.

Mayor Boyd moved to return to regular session at 5:56 PM, seconded by Alderperson Raasch. The motion passed with a 4-0 vote.

Alderperson Raasch moved to approve staff recommendation, seconded by Mayor Boyd.

Alderperson Ledvina asked about Phase Two. Mr. Thoresen stated he would need additional information from the City Administrator on the intention of a Phase Two. Alderperson Raasch asked if Phase Two was the next step after the communities and Council approved the feasibility study conceptual plan. Mr. Thoresen explained the process moving forward after the Board of Public Works meeting. Alderperson Hansen expressed concerns about moving forward with the proposed combination compost facility.

The motion failed due to a lack of majority with a 2-2 vote with Alderpersons Hansen and Ledvina voting no.

RESULT:	DEFEATED [2 TO 2]
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Dean Raasch
NAYS:	Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dan Carpenter

5. Consideration and possible action on approval of the State/Municipal Finance Agreement with Wisconsin Department of Transportation for STH 32 Intersections*

Alderperson Hansen moved to approve entering into a State/Municipal Finance Agreement with Wisconsin Department of Transportation for Hwy 32 Intersection upgrades, seconded by Alderperson Raasch.

Alderperson Hansen asked if the new signals would be impacted if STH 32/Main Avenue was reconstructed. Scott Thoresen, Public Works Director, explained they would likely be removed, relocated and/or reused. Alderperson Hansen asked if the signals and intersections would be altered or improved; for example, adding left turn signals similar

to Main Ave at Eighth Street. Eric Rakers, City Engineer, explained the locations being upgraded did not have the same traffic situations as those that exist at Eighth Street.

The motion passed with a 4-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	James Boyd, Jonathon Hansen, Shana Defnet Ledvina, Dean Raasch
EXCUSED:	Dan Carpenter

6. Consideration and possible action on Request for Proposals for 2022 De Pere Signal Upgrades*

Alderperson Ledvina moved to approve the request for proposal from JT Engineering in the amount of \$72,300 for 2022 signal upgrades, seconded by Mayor Boyd. The motion passed with a 4-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Jonathon Hansen, Shana Defnet Ledvina, Dean Raasch
EXCUSED:	Dan Carpenter

7. Consideration and possible action regarding Alderperson Hansen's request to review Gap Sidewalk Policy*

Alderperson Hansen explained his request for changes to the Gap Sidewalk Policy. Eric Rakers, City Engineer, explained the history of the policy and concerns staff would have about using both sides of the street to determine the percentage.

Alderperson Hansen moved to approve changing the Gap Sidewalk Policy from 80% to 75% per side of the street, seconded by Alderperson Ledvina.

Alderperson Raasch expressed concerns about making the proposed change and explained why developers do not install the sidewalk before construction. Mr. Rakers agreed and further explained the developer's situation.

The motion failed due to lack of majority with a 2-2 vote with Mayor Boyd and Alderperson Raasch voting no.

RESULT:	DEFEATED [2 TO 2]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jonathon Hansen, Shana Defnet Ledvina
NAYS:	James Boyd, Dean Raasch
EXCUSED:	Dan Carpenter

8. Consideration and possible action on Developing Speed Bump Policy*

Scott Thoresen, Public Works Director, outlined the request for developing a speed bump policy and past requests from residents to have speed bumps installed.

Alderson Raasch moved to deny the development of a speed bump policy, seconded by Mayor Boyd.

Alderson Hansen expressed interest in allowing staff to develop a speed bump policy. Alderson Ledvina questioned the original request. Alderson Raasch explained it came to him and he asked staff about potentially having a policy for speed bump installation and staff explained their position against installing speed bumps in the city. Eric Rakers, City Engineer, offered alternative pedestrian-promoting options and performing a speed study on the street in question. Mayor Boyd echoed staff's concerns. Mr. Thoresen outlined the cost of installing a speed bump.

The motion passed with a 4-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Jonathon Hansen, Shana Defnet Ledvina, Dean Raasch
EXCUSED:	Dan Carpenter

9. Consideration and possible action on City Engineer Parking and Traffic Recommendations*

Eric Rakers, City Engineer, outlined the parking and traffic recommendations. Item 1 was to install a ladder style crosswalk on Broadway at Bomier, with a reconfiguration to be budgeted in 2022. Alderson Ledvina asked how the ladder style was different than a regular painted crosswalk. Mr. Rakers explained it was used on busier streets to emphasize the crosswalk with the multiple lines as if the pedestrian is climbing a ladder. Alderson Hansen stated his support for the proposed changes. Item 2 was to install a crosswalk on Ryan Road at Melcorn Circle. Mr. Rakers emphasized staff will be working on and later presenting a crosswalk policy for installations near schools. Item 3 was to modify Tenth Street north of Main Avenue to improve traffic conditions entering Starbucks by installing a two way left turn lane (TWTL) and restrict parking on the west side. Alderson Raasch expressed his concerns about traffic flow at the intersection.

Alderson Raasch moved to approve the City Engineer Parking and Traffic Recommendations, seconded by Alderson Hansen. The motion passed with a 4-0 vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	Jonathon Hansen, Alderson
AYES:	James Boyd, Jonathon Hansen, Shana Defnet Ledvina, Dean Raasch
EXCUSED:	Dan Carpenter

10. Discuss City Engineer Recommendations for No-Action Parking & Traffic Discussion Items

Eric Rakers, City Engineer, outlined a request to restrict parking on Erie Street near Optimist Park. Mr. Rakers explained staff's reluctance to make changes including the evidence that having parking on both sides has a traffic calming effect, restricting parking

will only cause the cars to park elsewhere on surrounding streets, and the accident history does not demonstrate an issue during large events.

Aldersperson Hansen explained the concerns raised by the requestor including whether there was substantial space for two cars to pass each other while vehicles were parked on both sides. Mr. Rakers stated when staff was out checking the location on a Saturday, they had a trailer on their vehicle and were able to meet and pass oncoming vehicles. Aldersperson Hansen mentioned residents having concerns about parking too close to driveways. Scott Thoresen, Public Works Director, stated vehicles need to be four feet from the edge of the driveway when parked. Mayor Boyd asked if staff could paint the driveway curbs yellow, similar to Chicago Street. Mr. Rakers stated staff has been minimizing that practice as it makes a considerable amount of time.

RESULT:	DISCUSSED
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IV. Future Agenda Items

Aldersperson Ledvina asked staff to research alternative yard waste site locations.

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 9:47 PM, seconded by Aldersperson Ledvina. Motion passed with a 4-0 vote.

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday, July 12, 2021 so that arrangements can be made.

Agenda Sent To:
Mayor
Alderspersons
Department Heads
JT Engineering, Inc.
Claudia Z. Elsner

TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Sean J. Gehin

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision-making responsibility.

Respectfully submitted,
Betty Sellenheim